



State of Tennessee Department of Children's Services

Administrative Policies and Procedures: 18.2

Subject: Recreation Services, Facilities, and Equipment

Supersedes: DCS 18.2, 01/01/04

Local Policy: No

Local Procedures: No

Training Required: No

Applicable Practice Model Standard(s): Yes

Approved by:

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Application

To All Superintendents and Recreational Staff at Youth Development Centers and DCS Group Home Supervisors

Authority: TCA 37-5-106

Policy

Youth Development Centers (YDC) and DCS group homes shall construct and maintain a recreation and leisure-time plan for recreation/leisure activities each day.

Procedures

A. Responsibility

1. YDC recreation director

- a) Each YDC must have a full-time, qualified Recreation Director who plans and supervises all recreation programs.
- b) The recreation director must provide recreation schedules and a plan for constructive leisure time and activities. This plan must include:
 - ◆ At least one (1) hour per day of large muscle activity
 - ◆ One hour (1) per day of structured leisure time activities

2. Staff responsibilities

The YDC facility staff may plan and promote activities for participation by youth in community programs and services. Staff should seek cooperation of various community groups offering activities that benefit the youth.

B. Access to recreation

Staff must ensure that youth have access to recreational opportunities and equipment, including outdoor exercise when the climate permits.

C. Facilities and equipment**1. Maintenance**

Staff must maintain facilities and equipment in good working order.

2. Appropriateness

Facilities used for recreational or leisure-time activity must be appropriate for that use.

D. Equipment**1. Availability**

Staff must make a variety of fixed and movable equipment available for youth exercise and leisure activities at YDCs.

2. Inventory

YDC staff must account for equipment issued. Any missing equipment must be reported to the shift supervisor.

E. Pool access

Facilities with swimming pools must adhere to the following guidelines:

1. Staff supervision

The Superintendents of the YDCs with swimming pools must place a sign in the pool area that states:

“YOUTH NOT SUPERVISED BY STAFF MEMBERS ARE NOT ALLOWED IN THE SWIMMING POOL AREA.”

2. Lifeguards

Where required by local codes, youth must not be allowed in the swimming pool unless they are supervised by staff that are certified in swimming and lifesaving techniques.

F. DCS group homes

1. All youth must have access to two (2) hours of planned recreation/leisure activities each day.
2. Physical education provided at school may be added as the required amount of recreation on school days.
3. The facility staff shall seek the cooperation of various community groups offering activities that benefit youth.

Forms

None

Collateral Documents

None

Standards

ACA 3-JTS-5F-01

ACA 3-JTS-5F-02

ACA 3-JTS-5F-03

ACA 3-JTS-5F-04

ACA 3-JTS-5F-05

ACA 3-JTS-5F-06

ACA 3-JCRF-5E-01

ACA 3-JCRF-5E-02

DCS Practice Model Standard- 3-102

DCS Practice Model Standard- 8-306